

**DEPARTMENT OF
PUBLIC HEALTH AND HUMAN SERVICES**



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Date: September 18, 2008

To: All TANF Cash Assistance Policy Manual Holders

From: Melissa Faber, TANF Policy Specialist
Public Assistance Bureau, Central Office.

Subject: TANF Cash Assistance Bulletin TB-49

TB-49 will supersede TB -44. Please remove TB-44 and place TB-49 at the beginning of the TANF Manual, Section 702-3.

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SECTION: Case Management

SUBJECT: Sanctions
Time limit for negotiating the FIA/EP

EFFECTIVE DATE: Immediately

INTRODUCTION: Due to ongoing discussions and questions a policy change has been implemented to reduce complications that may arise when a sanction has been imposed and the FIA and EP need to be renegotiated.

Current policy as outlined in TB-44 states that if the sanctioned individual is considered a "work-eligible individual" they are required to negotiate and sign both the FIA and EP no later than the 25th of the month, prior to the sanction penalty month. A participant who is **not** a work –eligible individual and is not required to negotiate a FIA/EP during the sanction penalty month is required to negotiate and sign the FIA/EP no later than the 25th of the sanction penalty month.

UPDATED POLICY: To streamline this process, policy has been changed to indicate that if the sanctioned individual is considered a "work-eligible individual" they are required to negotiate and sign both the FIA and EP **no later than the 25th of the month or within three (3) working days from the date of the A741 notice, which ever is later.**

A participant who is **not** a work –eligible individual and is not required to negotiate a FIA/EP during the sanction penalty month

is still required to negotiate and sign the FIA/EP **no later than the 25th of the sanction penalty month.**

NOTE:

TEAMS notices A740 and A741 have been updated to reflect this policy change.

UPDATED MANUAL MATERIAL WILL BE DISTRIBUTED AS SOON AS POSSIBLE. UNTIL THAT TIME, USE THIS BULLETIN AS A GUIDE. IF YOU HAVE ANY QUESTIONS, PLEASE CONTACT YOUR WORC MONITOR OR REGIONAL POLICY SPECIALIST.

Thank you.